

Sullivan County NH

Type of meeting: Board of Commissioner – Regular Business Meeting
Minutes

Date/Time: Tuesday, March 06, 2007; 3 PM

Place: Newport – Remington Woodhull County Complex, 14 Main Street, 1st Floor Commissioners Conference Rm.

Attendees: Commissioners Ethel Jarvis – *Chair*, Ben Nelson – *Vice Chair* and Jeff Barrette – *Clerk*, Ed Gil de Rubio – *County Manager*; High Sheriff Michael Prozzo; Cynthia Sweeney – *County Treasurer* (arrived later in meeting); and Sharon Johnson-Callum (minute taker).

3 PM Commissioner Jarvis opened the meeting. Sheriff Prozzo led all in the *Pledge of Allegiance*.

AGENDA ITEM NO. 1 MEETING MINUTES

AGENDA ITEM NO. 1.A. FEB 20, 2007 PUBLIC MEETING MINUTES

Commissioner Jarvis pointed out a few items to be fixed: Page 3 “house” should be “housed” and on the 5th page Johnson-Callum will add the agenda title “*County Grant Policy*” so that it’s clear the 1.4% identifies budgeted amount for County grants.

3:01 A motion was made, by Commissioner Nelson, to accept the [Feb. 20, 2007] minutes as amended. Commissioner Barrette seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.B. FEB 27, 2007 3:30 RICCI GREENE ASSOCIATES

Per request, Johnson-Callum will add that notation the meeting adjourned at 5 p.m.

3:02 A motion was made, by Commissioner Nelson, to accept the [Feb. 27, 2007 Ricci Greene & Associates] minutes as printed with the additional notation that the meeting adjourned at 5 p.m. Commissioner Barrette seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.C. FEB 27, 2007 7 P.M. MRF MEETING

3:04 A motion was made, by Commissioner Barrette, to accept the minutes [Feb. 27, 2007 7 PM MRF] meeting as presented. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 2 REGISTRY OF DEEDS REPORT

AGENDA ITEM NO. 2A. REGISTRY OF DEEDS FIELD TRIP

This was postponed until later in the meeting.

AGENDA ITEM NO. 2B. REGISTRAR EQUIPMENT ACCOUNT – FOLLOW UP ON TERMINOLOGY OF “EQUIPMENT” FOR “RESTORATION OF VOLUMES”

It was noted a copy of the County Attorney’s view on “equipment” was provided earlier to Commissioners.

AGENDA ITEM NO. 2.C. BANK CORPORATE AUTHORIZATION FORMS

Sharron King indicated there were two forms requiring signatures from the Clerk and another official. These forms pertain to providing authorization to place Cynthia Sweeney on the main Registry of Deeds checking account at Lake Sunapee Bank.

3:07 A motion was made, by Commissioner Nelson, to authorize the Clerk and Chair to sign the corporate authorization forms. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

NON AGENDA ITEM – SHERIFF’S OFFICE REPORT

HIGHWAY SAFETY GRANT

Sheriff Prozzo explained he had two forms for the Board to sign for the Highway Safety Grant, for the radar, which is 1 of 3 grants they are receiving.

3:09 A motion was made, by Commissioner Nelson, to authorize the application for the Sheriff’s Highway Safety Project. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

UNDERAGE DRINKING PROJECT

Sheriff Prozzo indicated this was their 5th year of receiving the grant and would like to reapply to continue the Underage Drinking project. The Sheriff was seeking authorization from the Board to allow him, along with the County Manager, authorization to sign the application.

3:11 A motion was made, by Commissioner Nelson, to authorize the Sheriff and Manager to sign the underage drinking application. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO.3 COUNTY MANAGER REPORT

AGENDA ITEM NO. 3.A. MELANSON & HEATH QUOTATION FOR FY07 AUDIT

Mr. Gil de Rubio noted he e-mailed the Board the Melanson & Heath quote last week. Per request from Commissioners, Johnson-Callum provided the Board with duplicate copies.

3:14 A motion was made, by Commissioner Nelson, to go for one more year with Melanson and Heath. Commissioner Barrette seconded the motion. A voice vote was taken. The motion carried, with all in favor.

AGENDA ITEM NO. 3.B. DOC GRANT UPDATE

Mr. Gil de Rubio indicated the County DOC is applying for a \$35,000 - \$40,000 planning grant for evaluating [at risk] juveniles in the system. They are working with Kevin Warwick on this project.

NON-AGENDA ITEM CRIMINAL JUSTICE SYSTEM/DOC FACILITY NEEDS ASSESSMENT UPDATE

Mr. Gil de Rubio is working with Ricci Greene Associates on creating reports about project expense reductions with capital budget; cuts will affect policy and current direction. They will be performing a site survey and creating an operational cost report for a new facility. They are looking to provide a presentation to the full Delegation. Mr. Gil de Rubio is receiving positive feedback from people he has shown the plans to and is in contact with Grafton DOC Superintendent, Glen Libby, where they have a similar approach to corrections.

NON-AGENDA ITEM DOC SUPERINTENDENT POSITION

Mr. Gil de Rubio indicated three resumes have been received for the DOC Superintendent position and a formal ad will appear soon.

AGENDA ITEM NO. 3.C. DUEL STREAM MRF UPDATE

Mr. Gil de Rubio noted the regional duel stream MRF meeting held Tuesday evening, 2/27/07, went very well. He is working on an RFQ and should have something in the press within two weeks.

AGENDA ITEM NO. 3.D. FY08 BUDGET UPDATE

Mr. Gil de Rubio noted the FY08 budget is on schedule and he should have it to the Board by 3/19/07.

AGENDA ITEM NO. 3.E. NURSING HOME REPORT UPDATE

Mr. Gil de Rubio has spoken to both Scott Wojtkiewicz and Ray Thivierge and will have a lengthy report with recommendations by March 15th to the Board. Commissioner Barrette recommended the report reflect the correct billing for the year.

NON-AGENDA ITEM – CELL PHONE POLICY

Mr. Gil de Rubio confirmed he and Peter Farrand, Human Resource Director, per request of Commissioner Jarvis, drafted a cell phone use policy and will present this at their next meeting.

NON-AGENDA ITEM – STATE BUDGET: GOVERNOR’S COMMISSION FUNDED PROGRAMS

Mr. Gil de Rubio attended a NH State Finance Committee budget hearing held at Dartmouth Hitchcock to testify about the four programs funded: Strengthening Families, Parents As Teachers, Sullivan County Intervention (SCIP) and the youth counseling program held at the Newport Enrichment Team teen center, in order to urge the State to continue funding. We currently receive \$115,000 from them for the four programs. Mr. Gil de Rubio requested Johnson-Callum to e-mail the Board the list that shows the funding amount for each program and a brief program synopsis.

NON-AGENDA ITEM – BRUSH HOGGING

Commissioner Nelson noted pine trees are coming up fast in one of the fields, by the Marshall Pond area, and that they cannot delay on brush hogging. Mr. Gil de Rubio will speak with Greg Chanis about this.

NON-AGENDA ITEM – RESPITE BEDS

In lieu of information received from Councilor Burton - that there would be a new incoming NH State DHHS Commissioner, Commissioner Nelson urged Mr. Gil de Rubio to follow up with Commissioner Stephen on the respite bed issue before his term expires. Mr. Gil de Rubio confirmed he’d speak to Commissioner Stephen Monday.

NON-AGENDA ITEM – UNITY 2006 ABATEMENT ISSUE

Commissioner Jarvis ask if Greg Chanis followed up on the Unity Complex 2006 abatement issue? She noted the Town of Unity obviously made a mistake. Mr. Gil de Rubio will follow up with Mr. Chanis.

AGENDA ITEM NO. 4. COMMISSIONERS REPORT

AGENDA ITEM NO. 4.A. COUNTY GRANT APPLICATION POLICY AND PROCEDURE

The Board of Commissioners reviewed their previously requested changes to the policy. They decided to add one other change, changing the percentage from “1.4%” of the General Fund to “1 – 2%”. Mr. Gil de Rubio confirmed he would verify the FY08 budget reflects this amount.

3:35 A motion was made, by Commissioner Nelson, to approve the policy with that change [change 1.4% to “1 – 2%”]. Commissioner Barrette seconded the motion. A voice vote was taken. The motion carried, unanimously.

Commissioner Barrette requested a list of each town Select Board’s meeting time and date, to be able to visit them regarding the dual stream MRF issue. Mr. Gil de Rubio suggested they first go with the RFQ, then choose a firm to do a business plan, work on a MOU, which would then lead to a good time to visit each Select Board. Commissioner Nelson added it made sense to visit the towns after their town meetings.

Commissioner Barrette requested clarification of the history regarding the Judkin's Property proposed Conservation Easement. Commissioner Nelson noted the dollar of \$45,000 represents the difference between the value of the parcel with and without a conservation easement. Mr. Gil de Rubio added that the Delegation previously voted to extend the authority of the Board to give away the property; and, as some towns questioned giving away property, the appraisal was performed.

3:53 Board left the room to tour with Ms. King the Registry of Deeds vault area and all the equipment and volume restorations she had spoken of during the 2/20/07 meeting. She noted how they would be removing another computer to make more space as more of the population is using the Internet to do searches.

4:25 The Board resumed their meeting in the Commissioners Conference Room, where Cynthia Sweeney was waiting.

AGENDA ITEM NO. 2 REGISTRY OF DEEDS REPORT

4:28 A motion was made, by Commissioner Barrette, to allow equipment funds to be used for the purchase of equipment for the Registrar's offices, not to exceed \$115,000. Commissioner Nelson seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. PUBIC PARTICIPATION

The Chair asked for any public participation. There was none.

4:29 A motion was made, by Commissioner Barrette, to adjourn the meeting. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

Respectfully submitted,



*Jeff Barrette, Clerk
Board of Commissioners*

JB/s.j.-c.

Date signed: _____

3/23/07